

**KOLO-TV**  
**EEO PUBLIC FILE REPORT**  
**06/01/2018 – 05/31/2019**

**I. VACANCY LIST**

See **Master Recruitment Source List (MRSL)** for recruitment source data

<b>Position</b>	<b>Recruitment Sources (RS) Used to Fill Vacancy</b>	<b>RS Referring Hiree</b>
Technical Operator/Director	1, 4, 7, 10, 12, 18, 20, 22, 23, 31, 36, 37	22
Sports Multi Media Journalist/Weekend Sports Anchor	1, 4, 5, 7, 9, 10, 12, 20, 22, 23, 24, 25, 31, 35, 36, 37	25
Weekend News Anchor/Multi Media Journalist	1, 4, 5, 7, 9, 10, 12, 20, 22, 23, 24, 31, 35, 36, 37	5
Producer	1, 4, 5, 7, 9, 10, 12, 20, 22, 23, 24, 31, 35, 36, 37	9
Sales Account Executive	1, 4, 7, 10, 12, 18, 20, 22, 23, 25, 31, 36, 37	25
Video Editor	1, 4, 5, 7, 9, 10, 12, 20, 22, 23, 24, 25, 31, 35, 36, 37	25
Sales Account Executive	1, 4, 7, 10, 12, 18, 20, 22, 23, 25, 31, 36, 37	25
Video Editor	1, 4, 5, 7, 9, 10, 12, 20, 22, 23, 24, 31, 35, 36, 37	22
Multi Media Journalist	1, 4, 5, 7, 9, 10, 12, 20, 22, 23, 24, 31, 35, 36, 37	37
Producer	1, 4, 5, 7, 9, 10, 12, 20, 22, 23, 24, 31, 35, 36, 37	22
Technical Operator/Director	1, 4, 5, 7, 9, 10, 12, 20, 22, 23, 24, 25, 31, 35, 36, 37	25
Technical Operator/Director	1, 4, 5, 7, 9, 10, 12, 20, 22, 23, 24, 31, 35, 36, 37	1
Sports Director/Anchor	1, 4, 5, 7, 9, 10, 12, 20, 22, 23, 24, 31, 35, 36, 37	9
Sales Account Executive	1, 4, 7, 10, 12, 18, 20, 22, 23, 31, 36, 37	1
Evening News Anchor	1, 4, 5, 7, 9, 10, 12, 15, 20, 22, 23, 24, 31, 35, 36, 37	15
GMR News Anchor	1, 4, 5, 7, 9, 10, 12, 15, 20, 22, 23, 24, 31, 35, 36, 37	15

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**II. MASTER RECRUITMENT SOURCE LIST (MRSL)**

<b>RS Number</b>	<b>RS Information</b>	<b>Source Entitled to Vacancy Notification? (Yes/No)</b>	<b>No. of Interviewees Referred by RS over 12-month period</b>
1	<b>KOLOTV.COM</b> 4850 Ampere Drive Reno NV 89502 Phone: 775-858-8888 Email: <a href="mailto:Pat.Thomas@kolotv.com">Pat.Thomas@kolotv.com</a>	N	21
2	<b>Renohelpwanted.com (fee)</b> 1 Civic Center Plaza #506 Poughkeepsie, NY 12601 Phone: 1-800-365-8630 Post at: <a href="http://www.renohelpwanted.com">www.renohelpwanted.com</a>	N	
3	<b>Reno Gazette-Journal (fee)</b> 955 Kuenzli Street Reno NV 89512 Phone: 775-348-7355 Email: <a href="mailto:lmacaula@rgj.com">lmacaula@rgj.com</a>	N	
4	<b>Truckee Meadows Community College</b> 7000 Dandini Blvd Reno NV 89512 Phone: 775-673-7063 Job Board Fax: 775-673-7268 Post at: <a href="http://www.tmcc.edu">www.tmcc.edu</a>	N	
5	<b>MediaLine</b> PO Box 51909 Pacific Grove, CA 93950 Phone: 1-800-237-8073 Post at: <a href="http://www.medialine.com">www.medialine.com</a>	N	5
6	<b>NAB Educational Foundation (fee)</b> 1771 N Street, N.W Washington DC 20036 Phone: 202-429-5498 Post at: <a href="http://www.broadcastcareerlink.org">www.broadcastcareerlink.org</a>	N	

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7	<b>Nevadabroadcasters.org</b> Attn: Clay Giffin 1050 Flamingo Road # S-110 Las Vegas, NV 89119 Phone: 702-794-4994 Email: <a href="mailto:melanie@nevadabroadcasters.org">melanie@nevadabroadcasters.org</a>	N	
8	<b>Career Choices (fee)</b> 6880 S. McCarran Blvd, #7 Reno NV 89509 Phone: 775-826-2555 Email: <a href="mailto:lisa@career-choices.com">lisa@career-choices.com</a>	N	
9	<b>Tvjobs.com</b> PO Box 4116 Oceanside, CA 92052 Phone: 800-374-0119 Post at: <a href="http://www.tvjobs.com">www.tvjobs.com</a>	N	2
10	<b>Academy of Arts, Careers &amp; Technology</b> 380 Edison Way Reno NV 89502 Phone: 775-861-4418 Fax: 775-891-4415 Email: <a href="mailto:jtenpenny@washoeschools.net">jtenpenny@washoeschools.net</a>	N	
11	<b>Jobing.com (fee)</b> Phone: 775-786-7171 Post at: <a href="http://www.reno.jobing.com">www.reno.jobing.com</a>	N	
12	<b>ProNet</b> 1201 Terminal Way, #100 Reno, NV 89502 Phone: 775-674-5408 FAX: 775-674-5414 Email: <a href="mailto:dcastle@join.org">dcastle@join.org</a>	N	
13	<b>Society of Broadcast Engineers</b> 9102 N. Meridian Street #150 Indianapolis, IN 46260 Phone: 317-846-9000 FAX: 765-846-9120 Email: <a href="mailto:kjones@sbe.org">kjones@sbe.org</a>	N	
14	<b>Alliance for Women in Media (fee)</b> 1760 Old Meadow Road, #500 McLean, VA 22102 Phone: 703-506-3290 Post at: <a href="http://www.awrt.org">www.awrt.org</a>	N	

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15	<b>Internal Hire/Promotion</b>	N	2
16	<b>RTDNA (fee)</b> 1600 K Street N.W. # 700 Washington DC 20006 Phone: 202-659-6510 Post at: <a href="http://www.rtdna.org/channel/find_a_job">www.rtdna.org/channel/find_a_job</a>	N	
17	<b>Advertising Association of Northern NV (fee)</b> Attn: Kerri Garcia 299 S. Arlington Avenue Reno NV 89502 Phone: 775-827-7311 Post at: <a href="http://www.aafreno.com">www.aafreno.com</a>	N	
18	<b>Nevada Job Connect</b> 4001 S. Virginia, Reno, NV 89502 Phone: 775-834-1970 Fax: 775-834-1983 Post at: <a href="http://www.nevadajobconnect.com">www.nevadajobconnect.com</a>	N	
19	<b>Walk-In Candidate</b>	N	
20	<b>602 Communications</b> Attn: Sandy Lizik 4349 E. Colter St Phoenix, AZ 85018 Email: <a href="mailto:slizik@602communications.com">slizik@602communications.com</a>	N	
21	<b>Media Bistro/Tvspy (fee)</b> 475 Park Avenue South, 4th Floor New York, New York 10016 Phone: 212-389-2000 Fax: 866-880-1429 Post at: <a href="http://www.mediabistro.com">www.mediabistro.com</a>	N	
22	<b>University of Nevada, Reno</b> 1664 N. Virginia Street Reno NV 89557 Post at: <a href="http://www.unr.edu/career/employers">www.unr.edu/career/employers</a>	N	7

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23	<b>Indeed.com</b> <a href="https://employers.indeed.com/post-job">https://employers.indeed.com/post-job</a>	N	25
24	<b>California Chicano News Media Association</b> ASU Walter Cronkite School of Journalist 725 Arizona Ave, Ste 206 Santa Monica, CA 90401 Phone: 424-229-9482 FAX: 424-229-9486 <a href="http://ccnma.org/submit-job/">http://ccnma.org/submit-job/</a>	N	
25	<b>Employee Referral</b>	N	7
26	<b>Non-Employee Referral</b>	N	1
27	<b>National Association of Hispanic Journalists (fee)</b> 1000 National Press Blvd Washington DC 20047 Phone: 202-662-7145 Post at: <a href="http://www.nahjcareercenter.com">www.nahjcareercenter.com</a>	N	
28	<b>National Association of Black Journalists (fee)</b> University of Maryland 8701-A Adelphi Road Adelphi, MD 20783 Phone: 866-479-NABJ Post at: <a href="http://www.careerservices.nabj.org">www.careerservices.nabj.org</a>	N	
29	<b>Poynter Institute for Journalism (fee)</b> Post at: <a href="http://www.careers.poynter.org/hr">www.careers.poynter.org/hr</a>	N	
30	<b>LinkedIn (fee)</b> <b>Bessire and Associates Inc.</b> 7621 Little Ave. Suite 212 Charlotte NC 28226-9926 800-797-7355, 4101 <a href="http://www.bessire.com">www.bessire.com</a>	N	
31	<b>NevadaWorks.com</b>		

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	6490 South McCarran Blvd. Building A #1 Reno, NV 89509 Phone: 775-337-8600 Post at: <a href="http://www.nevadaworks.com">www.nevadaworks.com</a>	N	
32	<b>National Press Photographers Association</b> 3200 Croasdaile Drive Ste. 306 Durham, NC 27705 Phone: 919-383-7246 Fax: 919-383-7261 Post at: <a href="http://www.nppa.org">www.nppa.org</a>	N	
33	<b>B-Roll.Net (News Openings Only-fee)</b> Attn: Kevin Johnson 1623 D Street NE Washington, DC 20002 Phone: 202-470-5396 Fax: 270-837-3491 Post at: <a href="http://www.broll.net">www.broll.net</a>	N	
34	<b>Media Match</b> Post at: <a href="https://www.media-match.com">https://www.media-match.com</a>	N	
35	<b>Collective Talent</b> 1721 Richardson Place Tampa, FL 33606 813-254-9695 <a href="mailto:bille@michaelsmedia.com">bille@michaelsmedia.com</a> <a href="http://www.collectivetalent.com">www.collectivetalent.com</a>	N	
36	<b>Express Employment Professionals</b> 3973 S. McCarran Blvd Reno, NV 89502 775-826-4442 <a href="mailto:Michele.davies@expresspros.com">Michele.davies@expresspros.com</a>	N	
37	<b>Gray People Matter ATS</b> <a href="http://www.gray.tv/index.php?page=gray-tv-careers">http://www.gray.tv/index.php?page=gray-tv-careers</a>	N	13
<b>TOTAL INTERVIEWEES OVER 12-MONTH PERIOD</b>			<b>83</b>

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**III. RECRUITMENT INITIATIVES**

	<b>TYPE OF RECRUITMENT INITIATIVE (MENU SELECTION)</b>	<b>BRIEF DESCRIPTION OF ACTIVITY</b>
<b>1</b>	<b><i>Internship Programs</i></b>	<p>KOLO-TV maintains an on-going Internship Program with University of Nevada Reno for students who are interested in a broadcasting career. These internships are offered for the term of one semester and afford students studying communications the opportunity to achieve practical experience in the field. During the reporting period, the station had (6) Interns, as follows:</p> <p>During the Spring of 2018, the station had three interns. One was trained at the Assignment Desk in the News Department including posting content online. The second Summer Intern was trained to produce and use the equipment News Producers use. The third was trained with our video cameras shooting video and editing it for use as news stories</p> <p>During the Summer of 2018, the station had one intern. Which was trained to produce and use the equipment News Producers use. As well as editing video.</p> <p>During the Fall of 2018, the station had two interns. Interns worked in the Production/News Departments, working with producers, directors, and audio and camera operators.</p>
<b>2</b>	<b><i>Participate in event for community and educational groups.</i></b>	<p>During this reporting year, the station offered numerous tours and job shadowing opportunities to various schools and community groups interested in learning about careers in broadcasting. Various news department personnel offer tours, an overview of a typical broadcast day and hands on experience to each group followed by Q &amp; A session.</p>

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		<p>(i) May 30<sup>th</sup> 2018 – Lemaire Battle Mountain High School-spoke to group about jobs in broadcasting, performed mock interviews.</p> <p>(ii) July 23<sup>rd</sup> 2018 – Senior Independent Living Center. Spoke to them about careers in broadcasting.</p> <p>(iii) August 23<sup>rd</sup> 2018 – I Can Do Anything Charter School-spoke to them about tech jobs in broadcasting</p> <p>(iv) December 5<sup>th</sup> 2018 – Nevada Broadcasters Scholarship Recipient Dinner-News Director spoke to them regarding internship and careers at KOLO.</p> <p>(v) February 12<sup>th</sup> 2019 – Evening Anchor hosted several high school guests, where he gave a tour and spoke to them about careers in broadcasting.</p> <p>(vi) May 14<sup>th</sup> 2019- Hosted a group of teachers and students from Battle Mountain High School for a tour and talk to them about careers in broadcasting.</p>
3	<i>Participate in event sponsored by organizations representing community groups</i>	<p>June 2018-May 2019 – General Manager is on the Nevada Broadcasters board of directors, monthly meeting are held to plan and execute scholarship awards for future broadcasters in Nevada. Two annual events are held where students are given information on applying for said Broadcast scholarships.</p> <p>May 30<sup>th</sup> 2018 – General Manager met with U.S Senator Dean Heller and Mark Amodai U.S. Congressman as part of the Nevada Broadcasters Assoc. To discuss opportunities within the Broadcast industry and the future career opportunities.</p> <p>February 28<sup>th</sup> 2019 – General Manager met with Legislators as part of the Nevada Broadcasters Assoc. To discuss a myriad of broadcast issues including the future job opportunities for young journalism students.</p>



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		September 13 <sup>th</sup> 2018 – General Manager met with Adam Laxalt, candidate for Governor of NV as part of the Nevada Broadcasters Assoc. To discuss opportunities within the Broadcast industry and the future career opportunities.
4	<i>Participate in events sponsored by an educational institution</i>	April 12 <sup>th</sup> 2019- KOLO 8 Account Executive attended the Reno Tahoe American Marketing Association annual workshop. Where soon to be graduating students were taught how to utilize their various majors and apply them in the broadcast industry.
5	<i>Participate in job fair sponsored by educational institution</i>	<p>On October 24<sup>th</sup> 2018, KOLO 8 participated in the University of Nevada Spring Career and Internship fair. KOLO 8 staff helped by performing mock interviews, resume critiques and feedback, while at the same time recruiting soon to graduate students for open positions at KOLO.</p> <p>On December 12<sup>th</sup> 2018 KOLO's News Director attended Truckee Meadows Community College Career Fair. Where he helped by performing mock interviews, resume critiques and feedback. As well as spoke to students about careers in broadcasting</p>
7	<i>Providing assistance to unaffiliated non-profit entities.</i>	<p>June 1<sup>st</sup> 2018-May 31<sup>st</sup> 2019-KOLO Care's Pillar Partners-Organizations are asked to fill out a survey requesting to become a partner. KOLO selects 6 or 7 entities based on needs and provides year-round promotional awareness through free, unmatched media outreach, educating viewers on their missions, objectives and results. Staff volunteers throughout the year at several of the pillar partner events as well. This year's Pillar Partners are.</p> <ul style="list-style-type: none"> <li>• Lexies Gift-Recovery and at Risk community</li> <li>• Spread the Word Nevada-Advancing Childhood Literacy in Low-Income communities</li> <li>• Boxers and Buddies-Dog Rescue</li> <li>• Urban Roots-Educating children on health.</li> <li>• Alzheimer's Association-provides</li> </ul>

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		<p>education.</p> <ul style="list-style-type: none"><li>• Kids and Horses-Services children and adults with disabilities with physical and speech therapy</li><li>• Reno Gleaning Project-educate children needy families about quality fruits.</li></ul>
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